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Washington, D. C. 20505

APPROVED FOR RELEASE
DATE: 15-Dec-2011

(b)(3)

20 June 2001

MEMORANDUM FOR: Marie B. Allen
Director, Life Cycle Management Division
National Archives and Records Administration

SUBJECT: (U) Request for Transfer of CIA
Records to DIA

1. (U) This memorandum requests National Archives and Records Administration's (NARA) approval to transfer one set of records from the Central Intelligence Agency (CIA) to the Underground Facilities Analysis Center (UFAC) at the Defense Intelligence Agency (DIA), in accordance with 36 CFR Section 1228.124(e). The regulation specifies certain information must be included in an agency request for transfer of records; that information is set out below following the format identified in the code of regulations.

- a. *A concise description of the records to be transferred, including the volume in cubic feet:*

The CIA collection consists of 14 cubic feet of records, commonly referred to as Underground Papers, scheduled as temporary (NC1-263-85-1 item 18a) with a disposition of one year. These records are now due for destruction. The collection contains copies of briefings, copies of view graphs, copies of intelligence reports and copies of Finished Intelligence products, all of which are directly related to underground facilities and would be of significant benefit and value to UFAC. (Attachment A contains a detailed inventory of the collection).

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- b. *A statement of the restrictions imposed on the use of records:*

DIA is required to refer records with CIA equities to the CIA prior to any declassification actions in accordance with E.O. 12958 Sec 3.7.

- c. *A statement of the agencies and persons using the records and the purpose of this use:*

In October 1996, the former Director of Central Intelligence, John Deutch, designated the UFAC as the focal point for all underground facilities analysis in the Intelligence Community (IC). (See Attachment B). The majority of CIA's efforts on underground facilities were then discontinued following formation of the UFAC under the auspices of DIA. Since that time, UFAC has expressed a desire to have this collection as they feel some of these records may compliment their own records collection.

- d. *A statement of the current and proposed physical and organizational locations of the records:*

Eleven cubic feet of this material is maintained at the CIA Records Center; there are three additional cubic feet of UFAC records located at CIA Headquarters.

- e. *A justification for the transfer including an explanation of why it is in the best interest of the Government:*

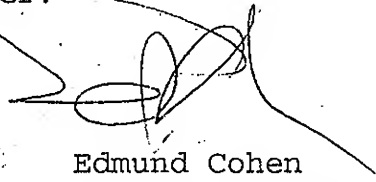
[redacted] UFAC, has expressed strong interest in obtaining the material in order to assist DIA to accomplish its UFAC mission. Having access to all records pertaining to this subject will assist in evaluating current information. [redacted] is the DIA point of contact for this transfer and can be reached on [redacted]

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2. (U) We look forward to receipt of your notification approving this transfer. As always, we appreciate your assistance in this matter.



Edmund Cohen
Deputy Chief, Information
Management Services

Attachments:

- A. Inventory of the Records
to be transferred
- B. Letter from DCI Deutch,
dated October 1996

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